



INNER CIRCUITS

A Technology Newsletter for Extension Specialists

Extension Technology and Computer Services, UMC
22 Heinkel Building, Columbia, MO 65211-1315 573-882-2096

September, 2000
Vol. 17, No. 3



Share Drive Hosts
Digital Library
page 2

Anti-Virus Corner
page 3

Continuing Education
Information System
page 4

Welcome Karen
page 4

UPGRADE OF IT EQUIPMENT APPROVED

By John Myers

Executive VP Ron Turner approved recommendations of the Outreach & Extension Information & Technology Committee (OEITC) that included a cost-share approach to supporting upgrades of county based IT equipment. UOE will match \$1,000 of council funds with \$2,000 to support the upgrades.

The recommendation and approval noted that ETCS would no longer provide support for (must be removed from networks) 486-generation computers. Also, due to networking configuration issues, Windows 2000 will not be supported in the field. Implementation of the Windows ME and Office 2000 Premium software recommendations means that Dell (or newer) desktop units will need 1GB of free disk space. If this cannot be managed through removing out of date or unused software and files, a hard drive update to 15.3GB is recommended. These 15.3GB hard drives are a newer technology than the old 2GB drives installed in the Dell computers. Therefore, your computer will operate faster. Also recommended is adding 64MB of memory to all Dell (or newer) desktops. If an office does not have a CD writer, purchase of a writer is recommended to maintain data backup.

ETCS has compiled the following table to assist in making cost share selections. These selections and prices are current as of September 2000, but are subject to change. This table is not intended to be all-inclusive or restrictive of IT related items that a given office may need but contains most often requested and recommended items.

Item/Description	Price
Computers	
GP6-566Cse 566MHz, 64MB, 15GB	\$789.00
15" Monitor*	\$100.00
17" Monitor*	\$250.00
128MB instead of 64MB*	\$100.00
GP7-733 733MHz, 64MB, 15GB	\$959.00
15" Monitor*	\$98.00
17" Monitor*	\$244.00
128MB instead of 64MB*	\$98.00



University of Missouri,
Lincoln University,
U.S. Department of Agriculture
& Local University Extension
Councils Cooperating

University Outreach and Extension
does not discriminate on the basis of
race, color, national origin, sex,
religion, age, disability or status
as a Vietnam-era veteran
in employment or programs.

Item/Description	Price
Laptops	
Solo 5300SE 600MHz, 64MB, 6GB, Carrying Case, Mouse, CD ROM, Modem, Network card, 5.5lbs (CD ROM and floppy drive cannot be used simultaneously)	\$1956.00
128MB instead of 64MB*	\$200.00
10GB instead of 6GB*	\$79.00
IBM ThinkPad 262824U, 500MHz, 64MB, 6GB, Carrying Case, Mouse, CD ROM, Modem, Network card, 6.4lbs. (CD ROM and floppy drive can be used simultaneously)	\$2121.99
128MB instead of 64MB*	\$119.00
10GB instead of 6GB*	\$295.00
Dell Upgrades	
Dell 32MB memory	\$99.00
Dell 64MB memory	\$149.00
Segate 15.3GB Barracuda disk drive	\$95.00
Color Printers	
HP DeskJet 930C 600DPI 4MB 9/7.5 PPM	\$172.95
HP DeskJet 970Cxi 600DPI 4MB 12/10PPM	\$336.95
Laser Printers	
HP LaserJet 2100xi 1200DPI 4MB 10PPM	\$589.45
HP LaserJet 4050N 1200DPI 16MB 17PPM	\$1,269.00
Scanners	
HP ScanJet 6300Cxi 1200DPI 36 BIT 8.5x11	\$316.55
HP ScanJet 3300Cxi 600DPI 36BIT 8.5x11	\$102.65
Digital Cameras	
Sony Mavica MVC-FD95 10x Zoom, 1600x1200	\$911.45
Sony Mavica MVC-FD91 14x Zoom, 1024x768	\$715.95
Sony Mavica MVC-FD73 10x Zoom, 640x480	\$455.65
Portable Projector	
Sony VPL-CS1	\$2,166.00
Miscellaneous	
SW20 Microphone Headset	\$20.00
HP 9100i CD Writer	\$175.00
Intel PC Desktop camera	\$70.00
NEC AccuSync 17" Monitor	\$210.00

*Additional cost when configured with computer listed.



Share Drive Hosts Digital Library

By Bill McFarland

Many of you have already used the S: -Shared Drive, on the Extension network to make documents that you have created, or are working on, available to others in the Extension network.

Primary use of this facility is to facilitate collaboration among us. Newsletters, reports, images, spreadsheets, proposals and PowerPoint presentations have been stored in your reserved spaces for others to access, modify, or use. The organization of the Share Drive allows you to store files in your office's assigned folder(s), and all other Extension users can access them there. You cannot store files in some other office's folder.

This organization, by region or campus, seems to have worked well, and you have filled up the 8 GB disk drive that we have allocated for it. The Outreach and Extension Information Technology committee recommendation to enlarge this facility has been approved.

At the committee's recommendation we have also added a new feature to the organization of the S: Drive, The Digital Library. You will find this folder at the top level with the region and campus folders. Within this folder will grow folders of different document types. Currently we have PowerPoint, Digital Images, and Publisher folders under The Digital Library. This folder and all subfolders under it are open for read and write access for everyone. All of us can copy files into the Digital Library. This is not the place to put files that you are in collaboration with others on, but a place to put documents that represent creativity, program significance, and showcase pieces.

This will not be a peer-reviewed document library, but it will be good for us to all follow a few guidelines for each of our submissions to The Digital Library. These guidelines can also be found in more detail in The Digital Library folder.

PowerPoint files: Use the document summary to identify at least:

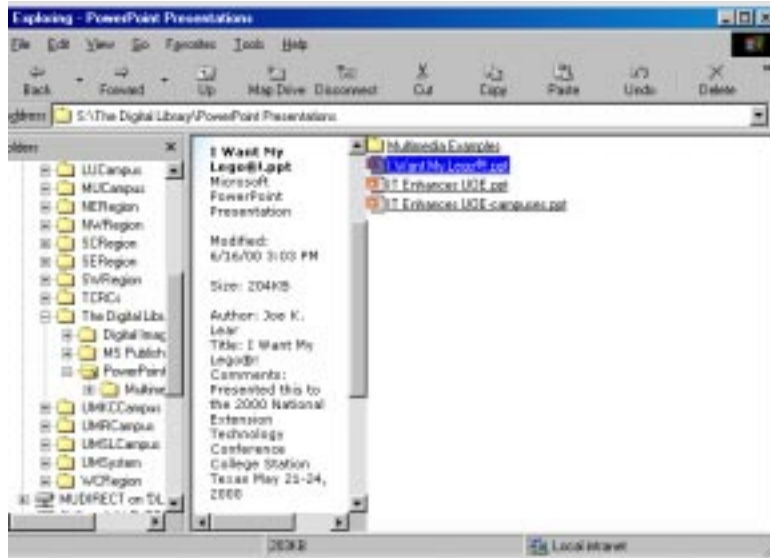
Title:

Author:

Category:

Comments: indicate how this was used, or may be used, in such a way as to explain why it was placed in The Digital Library.

You can edit the document summary of a presentation you already have made by **right** clicking on the filename in Windows Explorer, choosing




Properties, and going to the Summary tab where you can enter this information. This information is displayed in Windows Explorer 98 when the file is highlighted and you have Windows Explorer configured for it, as shown below. This will allow one to preview the subject of the PowerPoint presentation, and how it might pertain to their interests, before opening the file. Searching features can also be used in Windows Explorer to find files of interest by words contained in the Properties Summary.

For files other than PowerPoint presentations, we would like for you to include a short Word document using the same filename but with extension .DOC

(automatically attached by Word) that contains the summary information. For example, if you have an exemplary digital image of a hyacinth named hyacinth.jpg, then create a Word document and save it as hyacinth.doc.

We are looking for you to self-select the best of the best to place in The Digital Library for us all to share and learn good techniques and ideas.



Anti-Virus Corner		
Current McAfee VShield Versions		
	McAfee VShield	4.0.3
	Virus definitions:	4.0.4096
	Scan engine:	4.0.70
	(Your versions should be at this level or greater.)	
	See http://etcx.ext.missouri.edu/tips/default.htm for instructions on updating your anti-virus.	

Continuing Education Information System



By Ali Saheli

A new generation of Continuing Education Information System (CEIS II) software has been designed and developed to meet the needs of campus Extension Administration and units. Development is focusing on web registration, E-commerce, interaction with the University's PeopleSoft software, and creating a true accounts receivable/payable environment to better equip our users to meet their business needs. The new generation of our software has been designed and implemented using Microsoft's SQL server, with Visual Basic as the front end.

In July, 2000, Beta testing began with two units - MU Direct and MU Conference office. Plans are in motion to bring all Extension units online by January, 2001, starting with the two units above in October, 2000. All other units will be notified in the future of their training dates.

Extension Technology & Computer Services
22 Heinkel Building
University of Missouri
Columbia, MO 65211-1315
573-882-2096
FAX 573-882-7927
<http://etcs.ext.missouri.edu/>

Welcome Karen!

by John Myers

Karen Deckert joined ETCS in May as our Office Support Staff. Karen received a BS in Horticulture from Kansas State University in 1988. She was most recently with Labs Inc., a tropical plant broker, in sales and customer service. She has lived in Columbia for a little over a year, and enjoys reading and biking.



.....

Inner Circuits Mailing List Corrections/Additions - Send an email message to ETCS or call 573-882-2096 to correct an address, add someone to or delete someone from the mailing list.